

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

**Conservation Reserve Program
1-CRP (Revision 1)**

Amendment 50

Approved by: Deputy Administrator, Farm Programs



Amendment Transmittal

A Reason for Amendment

This handbook has been amended to update screens and related instructions for the entry of signup 27 continuous contracts. County Software Release No. 518 contains the software to update the screens and processing functions to meet the signup 27 policy provisions.

B Major Changes

Paragraph 300.5 has been amended to reflect updated screens used for the entry of contracts approved for continuous signup 27. Instructions have been revised to remove reference to automatic entry or calculations based on the SRR table which was removed by County Software Release No. 518.

Page Control Chart		
TC	Text	Exhibit
	340.57 through 340.62 340.62.5, 340.62.6 340.63 through 340.66	14, page 1

300.5 ADDING CONTINUOUS ENVIRONMENTAL PRIORITY (EP) CRP-1's FOR SIGNUPS 14 AND GREATER

After all CRP-1's have been approved by COC, enter in the system **immediately** including both years if applicable. The acreage from the approved CRP-1's needs to be known as soon as possible and will be transmitted to KCAO on the 15th of each month.

- A On Menu EEA000, ENTER "3", and PRESS "Enter". Menu EPCA00 will be displayed. On Menu EPCA00, ENTER "4", and PRESS "Enter". Screen EPCR0001 will be displayed. Enter contract number and PRESS "Field Exit". ENTER "1" and PRESS "Enter". Screen EPCR0001 will be redisplayed.

*--

069 ANY COUNTY		Update	EPCR0001
CONSERVATION - CRP CONTRACT FILE		Version: AD27	08-04-2003 08:08 Term E0

Contract Number: <u>93</u>			
1. Add New Contract	7. Cancel Contract for Non-compliance		
2. Delete Contract	* 8. Reserved		
3. Revise Contract	* 9. Reserved		
4. Display Contract Master	10. Cancel Contract for WRP		
5. Correct Existing Contract	11. Cancel Contract with 60-Days Notice		
6. Cancel Contract (No Payments Due)	*=Selection currently not available.		
Enter option: <u>1</u>			
Signup Number: <u>27</u>			
Enter all data and press ENTER.			
Cmd3=Previous Menu		Cmd7=End CRP Processing	

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- 1 On redisplayed Screen EPCR0001, enter signup number. * * *
 - * * *
 - 2 PRESS "Enter".
 - 3 Screen EPCR1001 will be displayed. All applicable data must be entered manually from CRP-2.
- B On Screen EPCR1001 and the following screens, fields displayed requiring entries could vary according to signup being entered.

- 1 Continuous contract type and applicable signups are:
 - a All continuous signups beginning with 14 permit **only** Environmental Priority (EP) contracts.
 - b Any Conservation Reserve Enhancement Program (CREP) Agreement, for States with **approved** agreements beginning with signup 17.
 - c All Farmable Wetlands Pilot Program (FWP), for **only** the following States: IA, MN, MT, ND, NE, or SD for CRP-1's approved before December 31, 2002, in signups 23 and 24.
- 2 Following is an example of Screen EPCR1001.

* --

069 ANY COUNTY		Add	EPCR1001
CRP CONTRACTS - BASIC CONTRACT DATA		Version: AD27	08-04-2003 09:08 Term E0

Contract Number: <u>93</u>	Type: EP	Signup Number: <u>27</u>	Farm Number: <u>754</u>
Program Year: <u>2003</u>	Date Approved: <u>07-29-2003</u> (MM DD YYYY)	Farm Cropland: <u>229.4</u>	
		Total Acres Approved: <u>5.3</u>	
Rental Rate: <u>94.00</u>		CRP Marginal Pasture Land: <u> </u>	
		Percent of Cropland Approved: <u>.0231</u>	
Cmd3=Previous Screen	Cmd7=End CRP Processing	Enter to Continue	

-- *

C On Screen EPCR1001, the cursor is displayed in the "Type" field. Enter the following data and PRESS "Field Exit" or "Tab" after each data filled entry. Messages will be displayed for entries that are different from the county signup data file.

- 1 CONTRACT NUMBER will be displayed from entry made on Screen EPCR0001.
- 2 TYPE. Enter the type from CRP-2. Signup number and type must be in agreement.
- 3 SIGNUP NUMBER will be displayed from the entry made on Screen EPCR0001. If the signup number is incorrect, enter the correct signup number from CRP-2.
- 4 FARM NUMBER. Enter the correct farm number from CRP-2.
- 5 PROGRAM YEAR. Enter the correct program year from CRP-2.
- 6 DATE APPROVED. Enter date COC approved CRP-1.
- 7 FARM CROPLAND. Enter farm cropland in acres and tenths from CRP-2.
- 8 TOTAL ACRES APPROVED. Enter total acres approved from CRP-2 or CRP-1.
- 9 RENTAL RATE. Enter correct rental rate from CRP-2. Entry must be greater than zero.
- 10 CRP MARGINAL PASTURE LAND. Enter only if noncropland for Riparian Buffer, practice CP22.

Notes: For signups 14 and 17, the entry may be different than acres approved if there is practices other than CP22.

For signups 19 and up, CRP MPL **must** equal the acres approved.

--11 Percent of cropland approved will be automatically calculated and displayed.--

D After all data has been entered, PRESS "Enter". Screen EPCR1201 will be displayed.

E Following is an example of Screen EPCR1201.

*--

069 ANY COUNTY		Add	EPCR1201
CRP CONTRACTS - ORIGINAL START DATE		Version: AD27	08-04-2003 09:13 Term E0

Contract Number:	93 EP	Signup Number: 27	Farm Number: 754
Program Year:	2003		
Rental Rate:	94.00	Total Acres Approved:	5.3
Original CRP-1 Start Date: 08-01-2003 (MM-DD-YYYY)		Date CRP-1 Ends: 09-30-2013 (MM-DD-YYYY)	
Length of Contract - Years: 10 Months: 2			
Cmd3=Previous Screen		Cmd7=End CRP Processing	Enter to Continue

--*

1 On Screen EPCR1201, enter:

- a **Original CRP-1 Start Date**, is the first of the month following the month COC approved CRP-1 or deferred for up to 6 months. Obtain from CRP-1. PRESS "Field Exit".
- b **Date CRP-1 Ends**, is always 09-30-xxxx of the appropriate year and PRESS "Enter". Obtain from CRP-1. Screen EPCR1201 will redisplay with "**Length of Contract' Years: 10 Months: 6**".
- c The update process from Screen EP4501 will:
 - (1) Automatically **flag** the applicable producer(s) in Name and Address file and in special payments for prorated payments.
 - (2) **Calculate** the amount due for the months to be **prorated** and the amount to be paid, if the contract is **not** revised **before** the first payment is due in October.
 - (a) If CRP-1 is revised, the amount due for the payable months must be manually recalculated and selected for special payments.

- (b) If no payment is now due original CRP-1 after revision, user must remove producer from special payments.

Note: Process Report EPCM10-R001, Producers Selected For Special Payments, according to paragraph 387, to see continuous signup prorations for accuracy.

- d PRESS "Enter". Screen EPCR1501 will be displayed.

- 2 On Screen EPCR1501, enter necessary data from **CRP-2** and PRESS "Enter". Following are examples of variations of Screen EPCR1501, depending on signup number.

*--a For signups 27 and continuing.

069 ANY COUNTY		Add	EPCR1501	
CRP CONTRACTS - CRP-2 DATA		Version: AD27	08-04-2003	09:17 Term E0

Contract Number: 93	EP	Signup Number: 27	Farm Number:	754
Program Year: 2003		Total Acres Approved:		5.3
Wellhead Protection Acres:				
State/County Code of Physical Location: <u>22069</u>			Enter only if different than administering office code.	
All Land in Administering County? (Y or N): <u>Y</u>				
HUC Number: <u>12345678901234</u>				
Is this a Conservation Reserve Enhancement Program contract? (Y or N): <u>N</u>				
Is this a Farmable Wetlands Program contract? (Y or N) <u>N</u>				
Cmd3=Previous Screen		Cmd7=End CRP Processing	Enter to Continue	

Important: Only change the displayed "N" to "Y" for the question, "Is this a Conservation Reserve Enhancement Program contract? (Y or N)", if the State Office has a signed approved CREP agreement. The county must also be approved as eligible in the State for the CREP area and the contract being entered is under a CREP contract and not just a continuous contract.--*

*--Only change the "Is this a Farmable Wetlands Program contract? (Y or N) to a "Y" if the contract is approved under the Farmable Wetlands Program provisions and both CP27 and CP28 practices are included on the contract.

b For signups 24 and 25.--*

```
*****
*              077 MESA                      Add          EPCR1501          *
* CRP CONTRACTS - CRP-2 DATA                Version: AA01 03-17-2002 09:57 Term E1 *
* -----*
* Contract Number: 777   EP      Signup Number: 24      Farm Number:      165   *
*   Program Year: 2002                                Total Acres Approved: 10.0 *
* *
* Forest Service Technical Responsibility for any Practice Offered? (Y or N): N *
*   NRSC provided Technical Assistance? (Y or N) : Y *
* Wellhead Protection Acres: _____ Restored Wetland Acres: _____ *
* *
* Soil Loss Tolerance: 3      Erosion Index Water: 6      Erosion Index Wind: 9 *
* *
* State/County Code of Physical Location: 08077      Enter only if different than *
* *                                     administering office code. *
* All Land in Administering County? (Y or N) Y *
* *
* HUA Number: 12345678901234 *
* *
* Is this a Conservation Reserve Enhancement Program contract? (Y or N): N *
* *
*           Is this a Farmable Wetlands Pilot contract? (Y or N): Y *
* *
* Cmd3=Previous Screen      Cmd7=End CRP Processing      Enter to Continue *
* *
*****
```

- (1) The Technical Assistance data field defaults to "Y" that NRCS provided technical assistance.
- (2) If a **private vendor** provided technical assistance, change to "N".

c For signup * * * 23.

```
*****
*              077 MESA                      Add          EPCR1501          *
* CRP CONTRACTS - CRP-2 DATA                Version: AA01 05-15-1999 09:57 Term E1 *
* -----
* Contract Number: 777   EP      Signup Number: 23      Farm Number:      65   *
*   Program Year: 2001                      Total Acres Approved:      10.0  *
* *
* Forest Service Technical Responsibility for any Practice Offered? (Y or N): N *
* *
* Wellhead Protection Acres: _____ Restored Wetland Acres: _____ *
* *
* Soil Loss Tolerance: 3      Erosion Index Water: 6      Erosion Index Wind: 9 *
* *
* State/County Code of Physical Location: 08077      Enter only if different than *
* *                                     administering office code. *
* All Land in Administering County? (Y or N) Y *
* *
* HUA Number: 12345678901234 *
* *
* Is this a Conservation Reserve Enhancement Program contract? (Y or N): N *
* *
*           Is this a Farmable Wetlands Pilot contract? (Y or N): Y *
* *
* Cmd3=Previous Screen      Cmd7=End CRP Processing      Enter to Continue *
* *
*****
```

Important: Only change the displayed answer to the question, "Is this a Farmable Wetlands Pilot contract? (Y or N)", to "Y" if your State is IA, MN, MT, ND, NE, or SD and the contract being entered is a farmable wetlands pilot contract and **not** just a continuous contract.

d For signups 21 and 22.

```
*****
*              077 MESA                      Add          EPCR1501          *
* CRP CONTRACTS - CRP-2 DATA                Version: AA01 05-15-1999 09:57 Term E1 *
* -----
* Contract Number: 777   EP      Signup Number: 23      Farm Number:      65   *
*   Program Year: 2001                      Total Acres Approved:      10.0  *
* *
* Forest Service Technical Responsibility for any Practice Offered? (Y or N): N *
* *
* Wellhead Protection Acres: _____ Restored Wetland Acres: _____ *
* *
* Soil Loss Tolerance: 3      Erosion Index Water: 6      Erosion Index Wind: 9 *
* *
* State/County Code of Physical Location: 08077      Enter only if different than *
* *                                     administering office code. *
* All Land in Administering County? (Y or N) Y *
* *
* HUA Number: 12345678901234 *
* *
* Is this a Conservation Reserve Enhancement Program contract? (Y or N): N *
* *
* *
* Cmd3=Previous Screen      Cmd7=End CRP Processing      Enter to Continue *
* *
*****
```

e For signups 17 and 19.

```
*****
*                               077 MESA                               Add          EPCR1501          *
* CRP CONTRACTS - CRP-2 DATA                               Version: AA01 05-15-1999 09:57 Term E1 *
* -----*
* Contract Number: 777 EP Signup Number: 19 Farm Number: 61 *
* Program Year: 1999 Total Acres Approved: 10.0 *
* *
* *
* Wellhead Protection Acres: _____ Restored Wetland Acres: _____ *
* *
* Soil Loss Tolerance: 3 Erosion Index Water: 6 Erosion Index Wind: 9 *
* *
* State/County Code of Physical Location: 08077 Enter only if different than *
* administering office code. *
* *
* HUA Number: 12345678901234 *
* *
* Is this a Conservation Reserve Enhancement Program contract? (Y or N): Y *
* *
* *
* Cmd3=Previous Screen Cmd7=End CRP Processing Enter to Continue *
* *
*****
```

Important: Only change the displayed answer to the question, "Is this a Conservation Reserve Enhancement Program contract? (Y or N)", to "Y" if your State has a signed approved CREP agreement.

Your **county** must also be **approved** as eligible in your State for the CREP area.

The contract being entered is under a **CREP** contract **not** just a continuous contract.

f For signup 14.

```
*****
*                               077 MESA                               Add      EPCR1501      *
* CRP CONTRACTS - CRP-2 DATA                               Version: AA01 05-15-1999 09:57 Term E1 *
* -----*
* Contract Number: 777   EP      Signup Number: 14      Farm Number:      61      *
*   Program Year: 1997                               Total Acres Approved: 10.0 *
* *
* Wellhead Protection Acres: _____ *
* *
* Soil Loss Tolerance: 3      Erosion Index Water: 6      Erosion Index Wind: 9      *
* *
*           Acres:           Erosion Before:           Erosion After:           *
* *
*   USLE:           10.0           6           1           *
*   WEQ:           10.0           5           1           *
* *
* *
* *
* *
* *
* Cmd3=Previous Screen      Cmd7=End CRP Processing      Enter to Continue *
* *
*****
```

F After all data has been entered on Screen EPCR1501,
PRESS "Enter".

- 1 Screen EPCD1701 will be displayed if CRP-1 is associated with signup 14 and up and if tobacco or peanut files exist for the county. See subparagraph G for entering data.

- 2 Screen EPCR1801 will be displayed if CRP-1 being entered is for signup 17 or greater. Following is an example of Screen EPCR1801:

* - -

069 ANY COUNTY		Add	EPCR1801	
CRP CONTRACT - CRP SOILS DATA		Version: AD27	08-04-2003 10:28 Term E0	

Contract Number: 93	EP	Signup Number: 27	Farm Number: 754	
Program Year: 2003		Total Acres Approved: 5.3		
			Rental Rate: \$ 94.00	
Soil Survey Area	Soil Map Unit	Soil Map Unit	Soil Rental	
ID Number:	Symbols:	Acreage:	Rate:	Total Rent:
Primary: 22069	ABC	5.3	\$ 94	\$ 498.20
Secondary:			\$	\$
Tertiary:			\$	\$
Totals:		5.3		\$ 498.20
Weighted Avg.			Maximum	
Soil Rental	Incent.	Maint.	Payment Rate	
Rate: \$ 94.00	x Rate: 1.20	+ Rate: \$ 5.00	= Per Acre: \$ 117.80	
Cmd3=Previous Screen		Cmd7=End CRP Processing		Enter to Continue

- - *

- 3 On Screen EPCR1801, enter the following from the **CRP-2**:
- Rental Rate** will be displayed from Screen EPCR1001. The rental rate will be equal to or less than the maximum payment rate per acre. The cursor will default to this field. PRESS "Tab".
- Note:** When only 1 CRP-2 is accepted and multiple CRP-1's are needed, enter the following data for all CRP-1's so the maximum payment rate per acre will be the same.
- Soil Survey Area ID Number.** Enter ID number where soil is located and PRESS "Field Exit".
 - Soil Map Unit Symbols.** Enter up to 3 soil map unit symbols in alpha and/or numeric characters. * * * PRESS "Field Exit".

- d **Soil Map Unit Acreage.** Enter in acres and tenths. The total must equal acres for enrollment unless 3 soils are entered. PRESS "Field Exit".

* * *

- e **Soil Rental Rate.** Enter in whole dollars.
* * * PRESS "Field Exit".

Note: When only 1 soil is entered, the "Soil Rental Rate" must be entered in the "Weighted Average Soil Rental Rate" field.

- f **Total Rent.** Enter in dollars and cents. For each soil listed, it must equal the soil map unit acreage multiplied times the soil rental rate. * * * PRESS "Field Exit".

- g **Weighted Average Soil Rental Rate.** Enter in dollars and cents. Field reflects the total rent divided by the soil map unit acreage.
* * * PRESS "Field Exit".

- h **Incentive Rate,** if applicable, is a 2 decimal percentage ranging from 1.00 through 1.20 for regular continuous signup CRP-1's. A percentage greater than 1.20 is not allowed. PRESS "Field Exit".

(1) 1.00 equals no incentive.

(2) 1.10 equals a 10 percent incentive.

(3) 1.20 equals a 20 percent incentive.

Note: FWP will default to 1.20.

Exception: For CREP contracts, a percentage ranging from 1.00 - 2.25 is allowed. A warning message will be displayed if the percentage entered is 1.70 or greater.

- i **Maintenance Rate.** If applicable, enter in dollars and cents. Entry cannot be greater than \$10. See 2-CRP, subparagraph 100 C for information about maintenance rates for continuous signup practices. PRESS "Field Exit".

Note: Each State CREP agreement uniquely addresses maintenance rates, if applicable, for county CREP contracts.

- j **Maximum Payment Rate Per Acre.** Enter in dollars and cents. The maximum payment rate per acre will be equal to or greater than the rental rate.

G After all data has been entered, PRESS "Enter". Screen EPCD1701 will be displayed.

*--**Note:** Screen EPCD1701 will not be displayed for reductions beginning October 1, 2001.--*

- 1 On Screen EPCD1701, beginning with signup 14, enter the specified program year that was used for obtaining reductions for **only** tobacco and peanut quotas or allotments.

```
*****
*                                077 MESA                                Add                                EPCD1701                                *
* CRP CONTRACTS - SPECIFIED YEAR                                Version: AA01 05-15-1999 09:57 Term E1 *
* -----
* Contract Number:      807      S      Program Year:      1998      Farm Number:      381      *
*                                CROPS                                SPECIFIED YEAR                                *
*                                *                                *                                *
*      Burley Tobacco Farm Crop File      - AMMFCM                                1997                                *
*      Flue-Cured Tobacco Farm Crop File  - AMKFCM                                _____                                *
*      Other Tobacco Farm Crop File       - AMRFCM                                _____                                *
*      Peanut Farm Crop File              - AMPFCM                                1997                                *
* Enter the correct Specified Year to be used for checking quotas and *
* allotments.                                                                *
*                                                                *
* Cmd3=Previous Screen                                Cmd7=End CRP Processing                                Enter to Continue                                *
*****
```

CRP Signup Periods

This table lists the number and dates of signup periods by program year for CRP.

Signup Number	Date	Program Year
01	03-03-86 through 03-14-86	1986
02	05-05-86 through 05-16-86	1986 and 1987
03	08-04-86 through 08-15-86	1986 and 1987
04	02-09-87 through 02-27-87	1987 and 1988
05	07-20-87 through 07-31-87	1987 and 1988
06	02-01-88 through 02-19-88	1988 and 1989
07	07-18-88 through 08-31-88	1988 and 1989
08	02-06-89 through 02-24-89	1989 and 1990
09	07-17-89 through 08-04-89	1989 and 1990
10	03-04-91 through 03-15-91	1991
11	07-08-91 through 07-19-91	1992
12	06-15-92 through 06-26-92	1993
13	09-11-95 through 09-22-95	1996 and 1997
14 <u>1/</u>	09-03-96 through 09-30-97	1997 and 1998
15	03-03-97 through 03-28-97	1998 and 1999
16	10-14-97 through 11-14-97	1998 and 1999
17 <u>1/</u>	10-01-97 through 09-30-98	1998 and 1999
18	10-26-98 through 12-11-98	2000
19 <u>1/</u>	10-01-98 through 09-30-99	1999 and 2000
20	01-18-00 through 02-11-00	2001
21 <u>1/</u>	10-01-99 through 04-05-00	2000 and 2001
22 <u>2/</u>	04-06-00 through 09-30-00	2000 and 2001
23 <u>2/</u> <u>3/</u>	10-01-00 through 09-30-01	2001 and 2002
24 <u>2/</u>	10-01-01 through 09-30-02	2002 and 2003
*--25 <u>1/</u>	10-01-02 through 05-04-03	2003 and 2004
26	05-05-03 through 06-13-03	2004 and 2005
27 <u>1/</u>	05-05-03 through 09-30-03	2003 and 2004--*

1/ Continuous signups.

2/ Enhanced continuous signups with additional incentives.

3/ Farmable Wetlands Pilot signup began June 4, 2001.

